



CABINET FOR HUMAN RESOURCES
COMMONWEALTH OF KENTUCKY
FRANKFORT 40621

DEPARTMENT FOR SOCIAL INSURANCE
"An Equal Opportunity Employer M/F/D"

Information Release #632

TO: All IV-D Agents

DATE: September 1, 1995

SUBJECT: Change in Aid to Families with Dependent Children
(AFDC) Policy and Procedure RE: Client Noncooperation

AFDC policy and procedure have been changed to require a client to provide verification of cooperation when the client has not previously cooperated with the child support agency and has not filed a good cause claim. This change has been made as the result of a suggestion from the Division of Child Support Enforcement.

Verification of cooperation consists of proof that the client has met with the contracting official. This can be a written note from the official stating that the client met and cooperated with the official in the pursuit of legal action.

The only exception is when a contracting official cannot reschedule the client's appointment within 30 calendar days. When this happens, verification of a rescheduled appointment serves as verification of cooperation.

Also, in instances in which the only alleged father has been adjudged not to be the father, verification of client cooperation consists of the completion of a new child and/or medical support referral(s) naming another possible alleged father (or fathers).

If verification of cooperation is received timely, the client's needs are not removed from the case. The Division of Child Support Enforcement (or the contracting official in a direct referral county) is advised by PA 125.1 or a worklist message on the Kentucky Automated Support Enforcement System that the client's needs are not being removed from the case because the client is cooperating.

This information release is to be cross referenced with procedural instructions for the Payee Notification of Initiation of Action (Form CS-30) found in the forms section of the Kentucky Prosecutors' Child Support enforcement Handbook.

Information Release #632
September 1, 1995
Page Two

Questions concerning this release are to be directed to Ms. Bonnie Hayden, Manager, Contract Operations Branch. Ms. Hayden can be reached at (502) 564-2285 extension 432.

A handwritten signature in black ink, appearing to read "Steven P. Veno". The signature is written in a cursive style with a large, stylized "S" and "V".

STEVEN P. VENO, DIRECTOR
DIVISION OF CHILD SUPPORT ENFORCEMENT